



Wildfire Prevention Assessment District  
Citizen's Advisory Committee

Draft Meeting Minutes for  
Thursday, May 18, 2017 @ 7:00 pm



Trudeau Center, 11500 Skyline Blvd, Oakland CA (Wheel Chair Accessible)

**Committee Members Present:**

Sue Piper, Chair: (District 1)  
Martin Matarrese, Vice Chair: (District 7)  
Doug Wong: (At Large)  
Lin Barron, (District 4)  
Steve Hanson (District 1)  
Mike Petouhoff (District 4)  
Glen Dahlbacka (District 6)

**Staff Present:**

Vince Crudele, OFD Vegetation Management Supervisor  
Katherine Mc Cain, Vegetation Management Fire Inspector

**Absent:**

Anette Boulware, OFD Program Analyst II  
Miguel Trujillo, OFD Fire Marshal

**Meeting called to order at 7:05p.m. by Chair Sue Piper**

**1. Approval of draft minutes for April 20, 2017 WPAD meeting**

**Motion:** Lin Barron made the motion to accept the minutes as submitted: Glen Dahlbacka 2<sup>nd</sup>, all in favor motion passed.

**2. Open Public Forum (Speakers must fill out a speaker card for Open Forum or for a specific agenda item. Comments limited to three minutes)**

- **Ken Benson** – Resident of District 7 & former WPAD member. Extended a special thanks to all the members for their public service over the years.
- **Russ Wiltzy** – rec'd inspection report today and wants to know what has changed in the 2017 annual residential inspection, he has issues with cutting down trees within 10 feet of a house and this is going to be an issue. Vegetation Management Supervisor Vince Crudele clarified that the form does not instruct them to cut down the tree. The trees need to be limbed up and cleared from the structure.
- **Chris Wilcox** – rec'd inspection notice yesterday of non-compliance he has lived there for 25 years and never had a problem & now all of a sudden, he was cited for trees overhanging his house that need to be cleared by 10 feet. All his neighbors got this same violation and this form is not clear.

- **Gordon Piper** –thanks to the WPAD for the support of the grants at the North Oakland Sports field. The stumps have now been covered in black plastic. He is grateful for the Public and Private agencies that offered support and hopefully in the future this type of partnership can continue.

- **Mike Petouhoff**- We have failed to ensure compliance of City parcels and does not understand why a schedule for these areas has not been published. GIS recommendations that the WPAD made, have been posted since 2015 and no forward movement on this has happened.

- **Richard Otterstad**- – Grateful that a group such as the WPAD exists and wants to thank them for all they have done. Concern that impacts his small brush clearing business is asking property owners to have their property cleared by May 15<sup>th</sup> and they are now flooded with calls/ requests to do 2 months’ worth of clearing in 2 weeks. Is this really the light that City Government wants to be cast in, asking property owners to be compliant when the City is not?

### 3. Approval of Financials

- a. As of May 01, 2017

- b. Budget adjustments

#### Questions/ Discussion:

- WPAD members want to see all the expenditures reflected on the June 2017 financial reports (specifically Chabot Space & Science center project, Public Outreach for the mailer line item reflects almost \$25 thousand dollars why has it not been updated on the report?

- Trails maps and signage projects-what is the status of this and what is the dollar amount of this expense so the money can be allocated? Chief Bowron is assigned to this project (some signs to go on trails and on gates). **Chief of Staff Angela Robinson Pinon to inquire with Chief Bowron for a status update on this project.**

**Motion:** Mike Petouhoff made the motion to receive a status report at the next meeting from the appropriate City of Oakland staff on the trail maps topic, Steve Hanson 2<sup>nd</sup>, all in favor motion passed.

**Motion:** Doug Wong made the motion to accept the May 01, 2017 financials as presented: Lin Barron 2<sup>nd</sup>, all in favor motion passed.

### 4. May Vegetation Management Statistics: *Supervisor Vincent Crudele read the report.*

- a. Status of inspections of public properties

- b. Goat Grazing

- c. Road side clearance

**Chair Sue Piper suggested that the GIS discussion be moved the appropriate section of the agenda, as they recognize that they will need to bring this issue to the City Council’s public safety meeting.**

5. **May Vegetation Management Report-** *Supervisor Vincent Crudele read the report.*
  - a. **2017 Residential Property Inspections**
  - b. **Status of hauling contract for Chabot Space & Science Center project (\$216,000)**
  - c. **Vegetation Management Plan Progress**
  - d. **Progress on implementing GIS systems for vegetation management**
    - **GIS mapping tool**
  - e. **City of Oakland Contract Compliance Requirements and Vegetation Management Contracts**
    - **Civic Corps**
    - **CAL FIRE - Delta Crews**
    - **Contractors meeting**
  - f. **Update of the Website**
  
6. **Final 700 forms Committee Members to submit no later than June 30, 2017-** Chair Sue Piper verbally gave a reminder to all the committee members to make sure they complete this by the deadline.
  
7. **OFD Proposed Budget and Impact on Wildfire Prevention-** Budget suggestions have been submitted and were being revised and recast awaiting budget updates that are due the week of May 22, 2017. June negotiations will better outline what the final numbers will be. Advocational efforts to support Fire Prevention staffing levels and adequate vehicles for the inspectors are essential for the unit.
  
8. **Announcements**
  - a. Presentation to Public Safety Committee- have not found out the date yet.
  - b. June meeting is the final meeting and it will be a celebration.
  
9. **Adjournment @ 8:53 p.m.**